# **Identifying Your Place in the Organization**

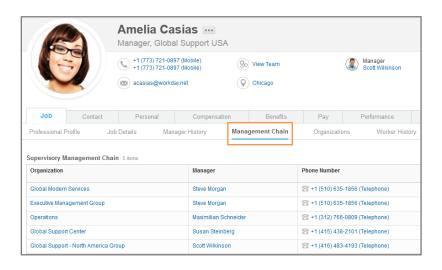


## **Locating Your Place in the Organization**

Workday displays the reporting structure of your department. This can help you understand your place within the organization.

#### From the Home page:

- 1. Click your name at the top of the page.
- 2. Click View Profile.
- Click the **Job** tab.
- 4. Click the **Management Chain** link. Information about your management chain displays.



### Locating the Organization to Which You Belong

From the Home page:

- 1. Click your name at the top of the page.
- 2. Click View Profile.
- Click the Job tab.
- 4. Click the **Organizations** link. Information about the organizations you belong to displays.

# **Reviewing Your Job History**

From the Home page:

- 1. Click your name at the top of the page.
- Click View Profile.
- Click the <u>Overview</u> tab.
- 4. Select the **Manager History** link. Your job history displays.

Manager history includes information about your prior job titles, managers, start dates, and end dates.